

1.102. EMERGENCY NOTIFICATIONS POLICY

Campus contact: Vice President, Student Services

INTRODUCTION AND PURPOSE:

In the event of an emergency, the college, in order to protect the health, welfare and safety of its employees and students, must be able to make effective and immediate emergency notification to them. The safety of all persons depends on such notification being broadcast in the widest possible manner to the maximum number of people in the shortest amount of time. Persons not receiving such information not only may jeopardize their own safety but the safety of others as well.

POLICY:

The college shall operate a mass emergency notification system that provides emergency notification and information to its college community. The college shall automatically upload contact information from its employee and student databases into its emergency notification system. The college shall use this system to send emergency notifications via cell phones and other digital devices to its students and staff members. Students and employees who do not wish to receive such notification may opt out.

Until such time as the college adopts a general alert system to inform the campus community to check their telephones and e-mails for an emergency message, offices and classrooms, if feasible and to the maximum extent possible, shall develop mechanisms that would permit the ongoing monitoring of telephone, text messaging and/or e-mail for emergency messages.

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Approved: President Walton January 4, 2011